

Organizations and Functions

U.S. Army Civilian Personnel Evaluation Agency

**Headquarters
Department of the Army
Washington, DC
15 December 1989**

Unclassified

Report Documentation Page		
Report Date 15 Dec 1989	Report Type N/A	Dates Covered (from... to) -
Title and Subtitle Organizations and Functions: U.S. Army Civilian Personnel Evaluation Agency	Contract Number	
	Grant Number	
	Program Element Number	
Author(s)	Project Number	
	Task Number	
	Work Unit Number	
Performing Organization Name(s) and Address(es) Department of the Army Headquarters Washington, DC	Performing Organization Report Number	
Sponsoring/Monitoring Agency Name(s) and Address(es)	Sponsor/Monitor's Acronym(s)	
	Sponsor/Monitor's Report Number(s)	
Distribution/Availability Statement Approved for public release, distribution unlimited		
Supplementary Notes		
Abstract		
Subject Terms		
Report Classification unclassified	Classification of this page unclassified	
Classification of Abstract unclassified	Limitation of Abstract UU	
Number of Pages 9		

SUMMARY of CHANGE

AR 10-89

U.S. Army Civilian Personnel Evaluation Agency

This new Regulation--

- o Sets forth the mission and functions of the U.S. Army Civilian Personnel Evaluation Agency and prescribes the agency's relationship with the Army Staff, Army commands and installations, other services, and other Government and non-Government entities (para 3).
- o Describes the organization of the Agency (para 4).
- o Specifies that the Director of the Agency will conduct evaluation surveys and special program reviews of the management and administration of the civilian personnel and Equal Employment Opportunity (EEO) programs. The purpose of these surveys and reviews is to meet oversight responsibility and assess program effectiveness, efficiency, and compliance. Responsibilities include issuing guides, procedures, and schedules for evaluating the civilian personnel management and EEO programs; making final agency decisions and ensuring corrective action on all classification and regulatory cases generated by surveys and special reviews; and recommending policy changes based on the survey and special review findings to the ASA(M&RA)(para 5).

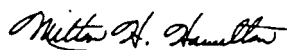
Organizations and Functions

U.S. Army Civilian Personnel Evaluation Agency

By Order of the Secretary of the Army:

CARL E. VUONO
General, United States Army
Chief of Staff

Official:



MILTON H. HAMILTON
Administrative Assistant to the
Secretary of the Army

History. This UPDATE printing publishes a new Army regulation. This publication has been reorganized to make it compatible with the Army electronic publishing database. No content has been changed.

Summary. This regulation assigns the mission and functions of the U.S. Army Civilian

Personnel Evaluation Agency, and prescribes the Agency's command and staff relationships.

Applicability. This regulation applies to the Active Army, the Army National Guard (ARNG), the U.S. Army Reserve (USAR), and to appropriated and non-appropriated funded organizations.

Proponent and exception authority. Not applicable.

Army management control process. This regulation is not subject to the requirements of AR 11–2. It does not contain internal control provisions.

Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited, without prior approval from HQDA (ASA(M&RA)), WASH DC 20310–0103.

Interim changes. Interim changes to this regulation are not official unless they are authenticated by the Administrative Assistant to

the Secretary of the Army. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested Improvements. The proponent agency of this regulation is the Assistant Secretary of the Army (Manpower and Reserve Affairs). Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to HQDA (ASA(M&RA)), WASH DC 20310–0103.

Distribution. Distribution of this publication is made in accordance with the requirements on DA Form 12–09–E, block number 5040, intended for command level D for Active Army, ARNG, and USAR.

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RESERVED

1. Purpose

This regulation sets forth the mission and functions of the U.S. Army Civilian Personnel Evaluation Agency (USACPEA), a field operating agency of the Assistant Secretary of the Army (Manpower and Reserve Affairs) ASA(M&RA). It prescribes the agency's relationship with the Army Staff, Army commands and installations, other Services, and other Government and non-Government entities.

2. Explanation of abbreviations

- a. ASA(M&RA)—Assistant Secretary of the Army (Manpower and Reserve Affairs).
- b. CONUS—continental United States
- c. DA—Department of the Army
- d. EEO—Equal Employment Opportunity
- e. GAO—General Accounting Office
- f. MACOM—major Army command
- g. OCONUS—outside continental United States
- h. OPM—Office of Personnel Management
- i. USACPEA—U.S. Army Civilian Personnel Evaluation Agency

3. Mission

The mission of USACPEA is to—conduct civilian personnel management and administration and Equal Employment Opportunity (EEO) program surveys and special reviews Army-wide. The purpose of these surveys and special reviews is to meet oversight responsibility by assessing program effectiveness, efficiency, and compliance. These actions are carried out throughout Army in both the continental United States (CONUS) and outside continental United States (OCONUS).

4. Organization

USACPEA consists of a headquarters element and four field offices. Each field office is assigned specific areas of responsibility within which surveys and special reviews are conducted. (See table 1.)

5. Functions

The Director, U.S. Army Civilian Personnel Evaluation Agency will—

- a. Conduct civilian personnel management and EEO surveys, special reviews and investigations of personnel management practices as assigned.
- b. Issue guides and procedures for evaluating civilian personnel management practices.
- c. Develop and publish annual civilian personnel management surveys and special review schedules, ensuring Army activities are reviewed no less than once every 7 years.
- d. Direct surveyed activities to take corrective action.
- e. Assure required corrective actions and recommendations from surveys and special reviews are implemented and monitor results.
- f. Provide final agency review and decision on all classification and regulatory cases generated by surveys, special reviews, and other investigations. Irreconcilable conflicts will be elevated for decision to the ASA(M&RA).
- g. Review and evaluate General Accounting Office (GAO) and Office of Personnel Management (OPM) investigations and reports for impact on agency evaluation priorities.
- h. Coordinate and cooperate with other agencies (Army Audit Agency, the Inspector General, GAO, OPM) in investigations of civilian personnel management practices.
- i. Recommend to the ASA(M&RA) proposed civilian personnel management policy changes based on survey and special review findings.

6. Relationships

- a. The Director USACPEA is assigned to the ASA(M&RA) and reports to the Assistant Deputy for Civilian Personnel Policy.
- b. The Director, USACPEA will coordinate survey reports and special program reviews with the DCP, ODCSPER prior to issuance.
- c. Commanders at all levels with delegated appointing authority

for civilian personnel management will comply with USACPEA directives to take corrective action.

Table 1
Field Office Geographical Responsibilities

Field Office and geographical area of responsibilities
Atlanta Field Office Alabama, Florida, Georgia, Indiana, Kentucky, Michigan, North Carolina, Ohio, South Carolina, and Tennessee ¹
Baltimore Field Office Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia, and District of Columbia
Dallas Field Office Arkansas, Illinois, Iowa, Kansas, Louisiana, Minnesota, Mississippi, Missouri, Nebraska, New Mexico, Oklahoma, Texas, Tennessee ² , and Wisconsin
San Francisco Field Office Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, North Dakota, Oregon, South Dakota, Utah, Washington, and Wyoming
No fixed responsibility Europe, Japan, Panama, Korea, and Mid East

Notes:
¹ East of Tennessee River
² West of Tennessee River

Unclassified

PIN 067118-000

USAPA

ELECTRONIC PUBLISHING SYSTEM
TEXT FORMATTER ... Version 2.61

PIN: 067118-000

DATE: 06-04-99

TIME: 14:43:47

PAGES SET: 7

DATA FILE: n288.fil

DOCUMENT: AR 10-89

DOC STATUS: NEW PUBLICATION